

DEPARTMENT OF
HOMELAND SECURITY
U.S. COAST GUARD
CG-5418 (Rev. 3-03)

U.S. COAST GUARD
STATEMENT OF RECEIPT/ACCEPTANCE OF FOREIGN GIFTS,
TRAVEL/TRANSPORTATION
(SEE PAGE 2 FOR INSTRUCTIONS)

REPORTS CONTROL SYMBOL
G-FLP-6267

1. Name of Employee

2. Date

3. Unit

4. Position Grade/Rank

5. Name of Recipient

6. Relation to Employee

7. Description of Gift(s) Travel/Transportation Provided

Approximate Value _____ Appraised _____ /Estimated _____

8. Date of Acceptance

9. Total Value

10. Location of Gift(s)

11. Do you wish to purchase item if it is sold by GSA?

Yes ☐ /No ☐

12. Name, address and telephone number of Accountable Property Officer

13. Nature of Employee's Official Business related to travel

14. Circumstances justifying acceptance of Gift(s), Travel/Transportation

15. Foreign Government Donor (Country and Organization)

16. Name and Position of Individual Presenting Gift(s), Travel Transportation

STATEMENT OF RECEIPT OF FOREIGN GIFT(s), TRAVEL/TRANSPORTATION

This form is to be filed with Commandant (G-FLP) via the appropriate chain of command when foreign gift(s) and/or travel/transportation are rendered to or accepted by employees of the U.S. Coast Guard, and their spouses and/or dependents. See paragraph IV-12-C, Comptroller Manual (COMDTINST M7300.4), Vol I, Accounting. Retain a copy for unit file.

Item 1. - Name of employee if employee is the recipient. Mark items 5 and 6 N/A (not applicable). If the recipient is a spouse and/or dependent, indicate the name. Provide appropriate information in Items 5 and 6.

Item 2. - Date the form is filed.

Items 3, and 4. - The Office or Division of the employee should be indicated regardless of whether the recipient is the employee or spouse and/or dependent.

Items 5, and 6. - See Item 1.

Item 7. - Give exact description of the gift(s), the approximate value, and indicate whether appraised or estimated value. For travel/transportation, indicate the location and mode of transportation and approximate value in U.S., if possible. Attach itinerary, if available.

Item 8. - Indicate actual date of acceptance.

Item 9. - Indicate actual value in U.S. dollars, if known

Item 10. - Indicate location of gift(s).

Items 11 and 12. - Self explanatory

Item 13. ☐ Travel/Transportation may be accepted in accordance with DHS regulations where the travel is official agency business. Spouses and/or dependents may accept such travel only when accompanying the employee. Identify employee's official business.

Item 14. - Identify in this item any treaty or diplomatic custom that relates to acceptance of gifts and/or travel/transportation. Indicate the circumstances that is consistent with the interest of the United States. Also provide information regarding any prior approval of the acceptance.

Items 15, and 16. - Self explanatory.

PRIVACY ACT STATEMENT

In accordance with 5 U.S.C. 552A(e)(3), the following information is provided to you when supplying personal information to the U.S. Coast Guard:

1. *Authority* which authorized the solicitation of the information: 5 U.S.C. 7342, (P. L. 95-105) foreign gifts and decorations.
2. *Principal Purpose(s)* for which the information is intended to be used: to provide a listing to the Secretary of State of recipients of foreign gifts, travel/transportation.
3. *The routine uses* which may be made of the informations: for administrative accounting and audits of foreign gifts.
4. Whether or not the disclosure of such information is mandatory or voluntary (required by law or optional) and the effects on the individual, if any, of not providing all or any part of the requested information: disclosure of the information is mandatory. Failure to provide the information will result in violation of the law.